

INSPECTIONS

Self-Inspection

Conducting occasional self-inspections will help you remain in compliance with the Board of Barbering and Cosmetology (Board), regulations and the laws of California. It will also reduce the number of violations cited during an inspection. The owner of the salon, and licensees working in the salon, will be cited if violations exist during the time of inspection. The following guidelines will assist with self-inspections.

(B&P) Business and Professions Code

(R&R) Board of Barbering and Cosmetology Rules & Regulation

ESTABLISHMENT LICENSE

All answers should be “Yes”

Do you have an establishment license? (B&P 7317)	<input type="radio"/> Yes	<input type="radio"/> No
Is your establishment license valid? <i>Only valid licenses may be displayed. The Inspector will confiscate invalid licenses.</i> (B&P 7347, 7317, R&R 965(c))	<input type="radio"/> Yes	<input type="radio"/> No
Is your original license posted? <i>Photocopies are illegal.</i> (B&P 119(f))	<input type="radio"/> Yes	<input type="radio"/> No
Is the current owner and address on the license correct? <i>If not, you need to apply for a new establishment license.</i> (B&P 7347)	<input type="radio"/> Yes	<input type="radio"/> No
Is the most current Health and Safety Rules poster conspicuously posted in the reception area? <i>Contact the Board if you need one.</i> (R&R 904(a))	<input type="radio"/> Yes	<input type="radio"/> No
Do you have a licensee in charge? <i>There must be a licensee in charge for purposes of the inspection.</i> (B&P 7348)	<input type="radio"/> Yes	<input type="radio"/> No
If your establishment is in a private residence, does it have an entrance separate from the entrance of the private living quarters? (B&P 7350)	<input type="radio"/> Yes	<input type="radio"/> No

PERSONAL LICENSES

All answers should be “Yes”

Do all of the employees have a valid license? (B&P 7349)	<input type="radio"/> Yes	<input type="radio"/> No
Is each person's license valid? <i>Only valid licenses may be displayed. The Inspector will confiscate all others.</i> (B&P 7349)	<input type="radio"/> Yes	<input type="radio"/> No
Is the original license posted? <i>Photocopies are illegal.</i> (R&R 965(a))	<input type="radio"/> Yes	<input type="radio"/> No
Is each license conspicuously posted in the licensee's primary work area? <i>The license must be posted whenever the licensee is working.</i> (R&R 965(a))	<input type="radio"/> Yes	<input type="radio"/> No
Does each licensee have valid government-issued photo identification during work hours? (R&R 904(d))	<input type="radio"/> Yes	<input type="radio"/> No

SANITATION / HEALTH & SAFETY

All answers should be “Yes”

Do you have containers large enough for proper disinfecting? <i>All non-electrical items being disinfected must be fully immersed in solution. The container must be continuously covered.</i> (R&R 978(c))	<input type="radio"/> Yes	<input type="radio"/> No
Do you have a sufficient supply of disinfectant? <i>Label on the disinfectant must show EPA-registered with demonstrated bactericidal, virucidal, and fungicidal activity.</i> (R&R 978(c))	<input type="radio"/> Yes	<input type="radio"/> No
Is the manufacturer's label on the premises for verification? (R&R 978(b), 978(c))	<input type="radio"/> Yes	<input type="radio"/> No
Are the correct disinfection procedures being followed on both electrical and non-electrical equipment? (R&R 979(a))	<input type="radio"/> Yes	<input type="radio"/> No
Is the disinfectant used according to manufacturer's instructions? (R&R 978(b))	<input type="radio"/> Yes	<input type="radio"/> No

SANITATION / HEALTH & SAFETY

All answers should be “Yes”

Are all supplies that cannot be disinfected, disposed of in a waste receptacle immediately after use? (R&R 981(a))	<input type="radio"/> Yes	<input type="radio"/> No
Are neck strips or towels used to protect each client's neck? (R&R 985)	<input type="radio"/> Yes	<input type="radio"/> No
Are clean instruments stored separately from soiled instruments? Are the soiled instruments stored in a receptacle labeled “soiled” or other such designation? (R&R 979(c))	<input type="radio"/> Yes	<input type="radio"/> No
Are the clean instruments stored in a covered receptacle labeled “disinfected”? (R&R 979(d))	<input type="radio"/> Yes	<input type="radio"/> No
Are all whirlpool and air-jet basins, pipe-less footspas (footplates, impellers, impeller assemblies and propellers), foot basins or tubs (any basin, tub, footbath, sink, bowl, and all non-electrical equipment that holds water for a pedicure service), being properly cleaned and disinfected after use upon each client, at the end of the day, weekly and properly logged? (R&R 980.1, 980.2, 980.3)	<input type="radio"/> Yes	<input type="radio"/> No
Are the floors, walls, ceilings, furniture, furnishings, and fixtures clean and in good condition? (R&R 994(a))	<input type="radio"/> Yes	<input type="radio"/> No
Is there hot and cold running water in the establishment? (R&R 995(b))	<input type="radio"/> Yes	<input type="radio"/> No
Is there a public toilet room? Is it clean? (B&P 7351)	<input type="radio"/> Yes	<input type="radio"/> No
Are there hand washing facilities with hot and cold running water in, or adjacent to, the toilet room? Is soap (liquid or powder, not "community" bar, soap) provided? (B&P 7352)	<input type="radio"/> Yes	<input type="radio"/> No
Is the toilet room clear of all storage? <i>No storage of supplies, mops, buckets, etc., are allowed in the toilet room.</i> (B&P 7351)	<input type="radio"/> Yes	<input type="radio"/> No
Is potable drinking water available? (R&R 995(c))	<input type="radio"/> Yes	<input type="radio"/> No
Is there at least one covered waste receptacle for disposal of hair? (R&R 978(a)(1))	<input type="radio"/> Yes	<input type="radio"/> No
Are clean towels stored in a closed, clean cabinet? (R&R 987(c), 978(a)(3))	<input type="radio"/> Yes	<input type="radio"/> No
Are used towels stored in a closed container? (R&R 987(a), 978(a)(3))	<input type="radio"/> Yes	<input type="radio"/> No
Is all waste disposed of promptly without accumulation? (R&R 994(b))	<input type="radio"/> Yes	<input type="radio"/> No
Do all employees wash their hands before providing services to each client? (R&R 983(b))	<input type="radio"/> Yes	<input type="radio"/> No
Are headrests and/or treatment tables covered with a clean towel, sheet, or paper for each client? (R&R 990(a)(c))	<input type="radio"/> Yes	<input type="radio"/> No
Are shampoo bowls and sinks clean and in good repair? Has the hair trap been emptied? (R&R 990(b))	<input type="radio"/> Yes	<input type="radio"/> No
Are all containers and spray bottles correctly labeled? (R&R 988(b))	<input type="radio"/> Yes	<input type="radio"/> No
Are poisonous substances labeled? (R&R 988(b))	<input type="radio"/> Yes	<input type="radio"/> No
If only a portion of a cosmetic preparation is used, is it removed from the container so as not to contaminate the remaining portion? (R&R 988(c))	<input type="radio"/> Yes	<input type="radio"/> No

OTHER

All answers should be “No”

Do employees carry supplies or instruments on or in their garments? <i>This includes scissors holsters and hair clips.</i> (R&R 981(b))	<input type="radio"/> Yes	<input type="radio"/> No
Are prohibited services being offered? (R&R 991, B&P 7320)	<input type="radio"/> Yes	<input type="radio"/> No
Are there any supplies, equipment, or instruments in the establishment, which are out of the ordinary for the type of business conducted, e.g., chemicals, scalpels, medical supplies, etc.? (B&P 7320.2, 7320.1)	<input type="radio"/> Yes	<input type="radio"/> No
Is the establishment used for sleeping or residential purposes? (B&P 7350)	<input type="radio"/> Yes	<input type="radio"/> No
Is the establishment used for any purpose or in any way that would make it unsanitary? (B&P 7350)	<input type="radio"/> Yes	<input type="radio"/> No
Are there any illegal metal instruments being used or stored in the establishment, such as razor cal-lous shavers (credo blades), metal scrapers (graters), etc.? (R&R 993(a), 993(b))	<input type="radio"/> Yes	<input type="radio"/> No